SPECIAL COLLECTIONS

1942-1943

Special Collections
Annual Report
1942-1943

The Department of Special Collections has been affected by the war chiefly by the loss of members of its staff. Mr. Martin K. Howes was drafted in the army in October, 1942. Other members have resigned or changed positions except Miss Cushing, who has faithfully remained on the job, and myself. This has made necessary the training of a new staff in the care and servicing of our collections. Fortunately, we have been able to find very capable assistants who have fitted into the work of Special Collections. There has been a decided drop in the actual number of readers, over one-half, and in the issue of materials, about one-fourth. This is due chiefly to the fact that there are fewer graduate students here on the campus now working on their dissertations. A number of extra jobs, due to war conditions as well as to the fact that several collections have been added to the Department, have, however, kept all of our staff very busy.

The Department has had to shift some of its collections and its office in order to make office space because of war activities on other parts of the campus. Collections in Room 201 and 202 were moved and rearranged so that Room 201 could be used for Dean Pegram and half of Room 202, for the duration, for his secretary. The office of the Department was moved to Room 102. Here it has been possible to utilize to good advantage the furniture from the Officers' Reference Library, closed for the duration, in Philosophy Hall. Although the office is now completely separated from the

Reading Room, the arrangement seems to be working out satisfactorily.

One of our first duties at the beginning of the year was the supervision of the transfer of book rarities of first importance on the campus to the safest areas from bombing suitable for rare book storage. The Vault Room and Room 104 in the Low Memorial Library were approved as book shelter areas. After a careful survey of other areas on the campus, an area in South Hall was located which fulfilled most of the demands for a book shelter. This made possible the storage of our rarities so that all our eggs were not in one basket, and yet were still available. From the Department of Special Collections, it was decided to move those books in the Seligman Collection published before 1800. These were shelved chiefly on the 3rd floor of the Low Memorial Library. All our other rarities of first importance are concentrated in the Vault Room. A month or more of careful supervision was required for the moving of the rarities of all of the departments to the new book shelter. It was done chiefly with the help of High School boys who found the work rather heavy.

In connection with exhibition work, we have tried to be alert to the problems of our present day war world. One case in South Hall has been kept filled quite continuously with selections from the War Information Library. A series of exhibitions were begun in connection with the monthly lectures and motion pictures being given in the McMillan Theater on Fighting Our Global War. A small exhibit was set up to aid the Victory Book Campaign. An

exhibition was borrowed from Charles W. Foster of Rochester, N. Y. of original American war bonds issued from Revolutionary days to the present. This exhibition was arranged during the period when the campaign for selling war bonds was under way. Another exhibition which we borrowed was from the German American Anti-Nazi Students Committee entitled Allies Inside Germany. This exhibition received many interesting comments. Mr. Theodore S. Farrelly loaned us a collection of some of his original lithographs of views in Alaska as well as a number of very early prints of Dutch Harbor and other sites which have recently become so important.

ACQUISITIONS

The character and the nature of the Department of Special Collections have shifted more this year than perhaps any other. The emphasis of the Department is no longer confined to Book Arts but now extends ~~has shifted~~ to the care and administration of a number of other collections which need to be especially administered as well as to the general collections of rare books and manuscripts.

The Bronson Howard Collection, acquired in June, 1942, is now being classified, cataloged, and slowly moved to an alcove in the Low Memorial Library. This collection was acquired from the American Dramatists' Club, ~~last year~~.

The Park Benjamin Collection, housed on the 15th stack floor of South Hall, is also being cataloged and moved to the Low Memorial Library where it will be administered and developed as a special collection.

The Bookplate Collection, formerly housed in the Ware Memorial

Library, was moved to the Low Memorial Library. This collection had been cataloged as an integral part of the Book Arts Collection. This spring it was possible to make a valuable addition to the literature of the field of bookplates through purchase of selections from the library of George W. Fuller. Mrs. Evans on her retirement presented to the collection some 193 slides which she had made in connection with her interest in bookplates and some 60 printed items on bookplates. The growth of the collection of bookplates from less than 3000 to nearly 10,000 was due in great part to the enthusiasm and energy of Mrs. Evans. This collection fits into our interests in book collecting, book arts, and history of books. In honor of Clara Therese Evans, who had been curator of the collection since 1911, a special exhibition was set up displaying selections from the collection.

Manuscripts

The Autograph Letter File and a small catalog containing an alphabetic list of our cataloged manuscripts was moved to the Low Memorial Library. This has given us a basis upon which to develop our manuscript collections. The problems of cataloging and indexing manuscripts were essentially falling on our department. During the past year, quite a number of valuable additions have been made in the field of manuscripts.

Professor Schneider presented The Libraries with the Thomas Lake Harris and Laurence Oliphant Papers, 4 to 5 cartons in bulk, which he gathered during his research in the study of the lives of these men. Professor Schneider also gathered most of the books, now very scarce, by Harris and Oliphant. This collection when put

Manuscripts

in order will make an interesting group of papers and books. Much of the material gathered was from the late Edwin Markham who, before his death, had been working on a life of Thomas Lake Harris.

The Institute of Arts and Sciences corresponds with a number of distinguished men and women of today and from time to time has been presenting us with a number of interesting letters. We now have through this source letters from Gertrude Stein, Thomas Wolfe, Thomas E. Dewey, Anthony Eden, Christopher Morley, Lord Halifax, Maxim Litvinoff, and others. This collection in time will be a valuable addition to our manuscripts and autographs.

After the death of Professor Franz Boas, his family turned over to the University the remaining part of the Hunt manuscript (in Kwatiutl except for one section in English). They also presented his notebooks on the Chinook language and some 92 notebooks by William Beynon of Tsimshian American Indian tales as well as a large collection of those of Henry W. Tate.

The Polish poet, Kazimierz Wierzyński, now living in New York, has presented the University with the manuscript copy of the volume of poems, Róża Wiatrów (the Mariner's Rose), which was recently published here in New York. A small exhibition of his work and this manuscript was set up in South Hall. He inscribed for us a copy of his first edition of Róża Wiatrów as follows:

"To the Library
of Columbia University
where the manuscript
of this book found refuge
and kind reception

with the sincere regards
of the author

Kazimierz Wierzyński

March, 1943
during the war for freedom
New York, N. Y."

Manuscripts

Dr. Carol Aronovici presented The Libraries with a manuscript letter of David Livingston to his brother, Charles, dated from Claremont, Island of Mauritius, Autust 10, 1856. This interesting letter was written by Livingston on his first trip back to England from Africa after 16 years absence.

Ten original Emerson letters were added by purchase to The Libraries' collection and a few other letters of 19th century men in the field of American literature including Clemens and Bryant.

The Libraries have received the Melvil Dewey Papers from the Lake Placid Club. These papers arrived in 11 large wooden boxes and are being sorted and put in order as quickly as possible so that they will be available for use during this coming year. These papers, aside from their general interest, will be particularly interesting to Columbia because of the close connection of Melvil Dewey to The Libraries and to the School of Library Service.

The Messages and Papers of the Presidents, a project carried on here at Columbia by a unit of the WPA, have been turned over to The Libraries. This project was to continue Richardson's publication of the messages and papers and it was nearly completed.

Careful work will be needed to check the order and arrangement of these papers before they can be readily used by the public; but they represent a valuable compilation of material which should be of great use to scholars even in typescript form. It would be desirable, if the space and money can be found, to make these papers available for research until they can be published. In fact it might be very desirable for The Libraries to sponsor the continuation of the publication of these papers. It is possible a government appropriation could be obtained after the war, and if we don't assume the editorship of the work someone else will shortly.

English Poetry

Mr. Frederick Coykendall again this year presented additions to the collections of first editions of English poetry. These include the works of the poets Walter De la Mare, John Davidson, William H. Davies and Aldous Huxley. This year he also presented us with a valuable collection of Little Magazines, some 86 titles.

Little Magazines

This collection of periodicals contains such items as a file of Waifs and Strays (Oxford, June 1879-February, 1882) which contains the first writings of Oscar Wilde to have appeared in print, The Knight-Errant (Boston, April 1892-January 1893), The Savoy (London, 1896), The Pagan Review (August, 1892), and the 3 numbers of Signature which appeared in Oxford (October-November, 1915).

Photography

During the year, Mr. Edward Epstean made some 200 additions to the valuable collection of historical material relating to the science and technique of photography, including a number of additions to the periodicals in this field.

Individual Items

Mention should be made of the gift of Charles H. Simmons of the sets of the writings of Alexander Hamilton, Thomas Jefferson, Henry Clay, and Benjamin Franklin in the Federal Edition.

Miss Bianca Simon presented The Libraries with the beautiful printed edition of Science and Health designed by William Dana Orcutt and published in Boston in 1941.

Among the interesting items purchased during the year mention might be made of the following:

Philip Freneau: Poems. (Monmouth, N. J., 1795)

George Moore: Flowers of Passion. (London, 1878)

Sidney Lanier: Tiger Lilies. (New York, 1867)

John Cotton: God's Mercie Mixed with his Justice. (London, 1641)

Daniel Defoe: The Evident Advantages to Great Britain and her Allies from the Approaching War ... (London, 1727)

Additions of some 25 plays were made to the collection of early English drama of the 17th and 18th centuries.

Funds

The Epstean fund, account 525, has a good balance. Mr. Epstean wishes all purchases from this fund to be submitted to him for approval before purchase. Most of the buying on the history of photography he does himself directly and so there have been very few purchases this year. He likes to keep the account over $100.00.

There is a small Seligman account from which a few purchases were permitted during the end of this year. There is no regular fund in the budget for additions to this collection.

The Book Arts fund, account 293 of $400.00, has been the only regular fund from which the Department of Special Collections could recommend purchases. This fund has been used for purchase of materials outside the demands of the Book Arts Collection such as reference tools for the use of Special Collections, photostats for exhibition work, and occasional small items to build up other special collections. The Book Arts Collection itself was restricted in its purchasing by the statement, Fields of Responsibility for Building Research Collections and giving Service, with special reference to closely related or overlapping subjects of interest to the three departments - Library Service, Special Collections, and Typographic Library, issued by Dr. Williamson last year. To give service in the field of Book Arts without some of the new texts on printing and printing history, fields assigned to the Typographic Library, is difficult. Many students from the Book Arts courses come into the Special Collections Reading Room for aid in their term papers and we set out on reserve selections of books for these courses at the requests of their instructors. It is especially difficult to decide on the question of responsibility for the care and acquisition of early printed books and the literature relating to them. "Printing, history" assigned to the Typographic Library may be interpreted to include a great many items which would logically fall into Special Collections if not

Book Arts. Literature and bibliographical studies on the Colonial press in America and later 19th century developments of the American press may well be treated from the point of view of "Printing history" but the whole study of Americana is one of the fields which Special Collections should be developing. The problems resulting from the setting up of the Typographic Collection as an independent library have created some overlapping in acquisitions and service within other fields as well as of Book Arts.

Most of the acquisitions for Special Collections have come out of general funds. We have attempted to watch the market for additions to collections which have already been established such as the Emerson Collection, Stedman Collection and Little Magazines. These recommendations have often been purchased from Book Arts 293. It would seem desirable to have the fund available for Special Collections in general and a ~~consistent~~ policy with regard to recommendations of purchases in the Book Arts field.

EXHIBITIONS

Exhibition work occupies considerable time and energy. We have assumed responsibility for keeping filled the cases on the 2nd and 3rd floors of South Hall, as well as in the Low Memorial Library. The Librarians in the College Library have helped with

the cases on the 2nd floor of South Hall and Miss Frick and Miss Rogers helped with exhibitions on the 3rd floor. It is very helpful and I believe desirable to have the cooperation and talent of other members of the staff in exhibition work. Unfortunately, this work is often considered as an imposition on regular library duties. Perhaps, by giving more credit for this type of work, other members of the staff and departments would be more willing to cooperate in fields in which they are especially interested.

Tammaniana

In the Low Memorial Library, an exhibition from the collection of Tammaniana, presented the year before by Edwin Patrick Kilroe, was set up in the Rotunda and in Room 203-204. Mr. Kilroe gave money to have a 12 page catalog of notes on this exhibition printed and in early December a notice of the opening was sent out to about 500 people. Mr. Kilroe was present at the opening on December 10th. Although there were only a few who attended, Mr. Kilroe was pleased with the reception which the exhibition received. The exhibition has remained up throughout the year. The part in the Rotunda was adapted to interest the visiting members of the Scholastic Press Association. For these visitors Miss Bonnell wrote a short notice which was mimeographed entitled Newspapers Help Preserve The History of Tammany Hall.

Copernicus
Galileo
Newton

Miss Frick gathered material, essentially from the Plimpton and David Eugene Smith Libraries, and wrote the labels for an exhibition entitled Copernicus - Galileo - Newton, Three Founders of Modern Science. This exhibition, on the 3rd Floor of South Hall, extended from November 27, 1942 through March, 1943. This

This was set up at the request of the Department of Philosophy which held a series of commemorative lectures for these 3 scientists late in November. The exhibition also served as our contribution to the 400th centenary of the death of Copernicus and the publication of De Revolutionibus, 1543. The Libraries were able to display from their own collections the first three editions of this great work.

Throughout the year the monthly notices of exhibitions at Columbia have been issued to departments and a number of libraries throughout the city. As an experiment, the Book Arts Press, with volunteer help of members of the staffs in the Low Memorial Library, printed these notices since February. Two special posters were also made by the Press, one for the exhibition of Hand Bookbindings by Kathryn Edwards Gerlach and Gerhard Gerlach and Their Students and one for Selections from the Bookplate Collection Honoring Clara Therese Evans. Miss Mary Rogers volunteered to help gather material for the Bookplate exhibition and write the labels. The Hand Bookbinding exhibition is one of the colorful and successful exhibits of the year. It has been customary, with the help of the Gerlachs, to set this exhibit up on the 3rd floor of South Hall at the end of the School year.

Coykendall

An exhibition was also set up of selections from the collections now being presented to The Libraries by Mr. Frederick Coykendall. Last summer an exhibition was made from the books presented by Mr. Coykendall of The Poetry of Harold Monro and The Poetry Bookshop. This was exhibited in South Hall.

A number of other small exhibits were arranged for special

occasions. Exhibits of material on Washington, Lincoln, and Jefferson were set up on their birthdays. In connection with the freedom of Greece and the publication of the book, Homage to Greece, a facsimile reproduction of the volume presented to the King of Greece when he visited Columbia was exhibited with other material on Greece.

Occasionally, in the 2 flat cases by the entrance of South Hall, some notable new acquisitions were shown such as the Pforzheimer Catalogue and the additions to our collection of original English dramas of the 17th and 18th century.

THE CARE AND PROCESSING

Cataloging

We began this year to concentrate all the cataloging for Special Collections in the Catalog Department in South Hall. It has been working out very well so far for us. We make what we call an "in process" slip for each book which we send over. On this slip we indicate the classification in general and for Book Arts books we assign the specific classification desired. We indicate the special subject headings which we wish and bibliographical points or other notes which need to be brought out on the catalog card. In general, the catalogs in Special Collections are separated by collection. The catalogs have been growing very rapidly and it is difficult for a new assistant or the Catalog Department itself to realize exactly how we are taking care of our various collections. For manuscripts we plan to do most of the cataloging ourselves, submitting the text to the Catalog Department for correction as to form and duplication. Autograph

letters are being listed and filed only in our own manuscript catalog. For most of the books in Special Collections, with the exception of the Book Arts Collection, acquired before July of 1938, there was no catalog record at all in the Department. As we shelf read now, we are making a simple record of the items for which we do not have cards. This is a slow process. During the past year, Mr. May, our Student Assistant, has typed entries from the shelf list in South Hall for about one-third of the "B" Collection for which there were no cards. During this coming year we should draw up a careful statement for the catalog of each of our collections.

Binding

During the year we have tried to send to the Binding Department only those items which were currently being used or which were being transferred to Special Collections. Even at that, we seem to have spent well over our allowance. Rather than have them bound poorly, we have had many collections just tied-in-boards awaiting the opportunity to have proper bindings made. For the Kilroe Collection we tied-in-boards a great many pamphlets and other publications. For the campaign literature, posters, and other ephemeral material in this collection, large flat boxes were made which are doing very well. For manuscript material, more of the standard size green boxes with folders were made. The special repair work which Miss von Dobeneck used to be able to do for Special Collections is missed very much, and I hope after the war that this kind of work may be done again. In the meantime, volumes which need repair are tied up and handled carefully with hopes that they will be

properly repaired.

Shelf List Reading

During the year we were able to read shelves for all of the books in the Johnson Collection. Three items were found missing. There is little evidence that these books were here when the collection first came to the Department. All of the Johnson vault material, "BK", was present. The collection of Parsons Prints was read through and found all present. The 018 and 019 part of the Book Arts Collection was read through. Five items were found missing. These were small items which will possibly turn up. The routine between South Hall and the Low Library has caused delays and misplacements of some pieces which eventually are located. We are reading slowly in the "B" Room Collection and there seems to be very little that cannot be located although we will not know definitely until after we have finished reading the whole.

Transfer Work

About twice a month the Transfer Committee has met during the past year to consider volumes which have been submitted to it, either from the Circulation Desk or from the Binding Department, for care in Special Collections or in some other department. Although not a great many volumes are transferred, this work, I believe, is very worth while. It has caught many valuable items which one would not normally expect to find in the general stacks of a library and has had them transferred for special protection.

Book Dealers and Book Auction Catalogs

Special Collections has begun taking over the problem of the care of book dealers' and book auction catalogs. We have received a number of "dumps" of these which have resulted in building up good files for some of the leading dealers such as Maggs, Quaritch,

Goldschmidt, and others. These files of catalogs we hope in time will prove of real value to research workers and collectors. They are not being cataloged but filed alphabetically and chronologically as issued. We are not attempting to save all those which are received by the University but are working out a system of selection based on the importance of the dealer and the physical quality of the catalog. All of the auction house catalogs indexed in Book Prices Current are being saved and a copy of Book Prices Current is being purchased for use of the department.

SERVICES

The statistics on the use of Special Collections may be summarized from the monthly reports, as follows:

Statistics		Total Use in Building I, 1, C	Total Circulation I, 2, C	Interlibrary Loan (local) II, 2	Intramural Loans IV, 2	Total No. Registered Readers
1942	July	497	8	0	43	104
	Aug.	473	4	0	121	150
	Sept.	211	0	0	48	58
	Oct.	202	12	0	63	91
	Nov.	181	5	0	93	113
	Dec.	322	8	0	100	114
1943	Jan.	187	0	0	60	74
	Feb.	162	0	0	72	96
	March	181	8	5	37	130
	April	413	5	0	33	107
	May	243	19	1	305	67
	June	230	0	15	29	42
		3302	69	21	1004	1146

A comparison by years since 1938/39 is as follows:

1938/39	4291				
1939/40	6159				
1940/41	10099	203	802		1871
1941/42	8163	123	151	702	1628
1942/43	3302	69	21	1004	1146

These statistics show the effect of the war, as pointed out earlier in this report, on the use of Special Collections. In many ways it is surprising that there has been as much demand as there was for the use of the collections. Despite the delayed service on

Seligman Collection

the Seligman Collection, due to storage of the books before 1800 and the fact that it has only a checklist catalog, there has been a steady demand. Mr. Samuel Bernstein has been going through all of the French pamphlets just proceeding the French Revolution. These he has been permitted to use in South Hall. Of the faculty, Professor Dorfman has been the most steady user of the Seligman Collection. With the acquisition in 1942 of the remainder of the Seligman Estate, there has been renewed interest in the collection. Surveys and other promotional activities with regard to this collection have been made by the Economics Department in an attempt to raise funds for its more adequate housing, binding, and cataloging.

Loans

Loans of material for exhibition and lecture purposes have been few this year to institutions outside the University. Mr. Lancour of the Cooper Union Library has borrowed a few items for a lecture he gives on books, and The Tarrytown Historical Society borrowed some items for an exhibition from the Gouverneur-Philipse Collection of Colonial Documents. On the campus there has been a steady use of materials from Special Collections by faculty members of the School of Library Service. There has been an increase this year due to the fact that all of the Book Arts courses are now being conducted in South Hall. There have also been regular requests for books and manuscripts to be photostated or microfilmed.

The Geneseo Library School visited the Department and was shown a selection of interesting and rare books. The class on the History of Books and Printing visited the Book Arts Press, at which time a little keepsake was printed for them. There have been visits of other Book Arts courses to the Press, also.

For the Hand Bookbinding courses conducted in Room 105, we have checked in supplies ordered for them and have occasionally displayed some historical specimens of fine bookbinding in the exhibition case in this room. The Gerlachs have encouraged the Book Arts Press, which is in the same room, by permitting the use of their cutting tools and by the generous gift of some fine papers left over from their work.

During the year we have answered directly by letter 27 outside reference requests with regard to rare books or collections in The Libraries. Most of our reference work is done for other departments, members of the faculty, or for requests directly from the Library Office. From duplicates and by gift and purchase we are acquiring a small working collection of reference tools. The deposit for the duration of the Officers' Reference Library in Room 304 is proving of help to us in our work.

Sheppard books

In Room 3,in the sub-basement, a large collection of the books of the late Professor Sheppard were unpacked and set on temporary shelves so that they could be looked over by Mrs. Schultz, sister of Professor Sheppard, and her lawyer, Mr. Schroeder. The great majority of the books will probably be coming to The Libraries. Mr. Schroeder was to write a letter concerning them. The books were

being damaged, and Room 3 is not at all satisfactory for book storage especially in winter when the heating system is on.

A survey was made of the lower rooms in Low Memorial Library for scrap metal, and a large quantity was found which was given to the scrap metal drive.

There are very few problems in connection with the air raid procedure for libraries in the Low Memorial Library building. As most of the library rooms are closed by 6:00 o'clock, there are really few people in the building after hours. My chief problem, as a Building Control Director, comes from anticipating an unknown number of people possibly seeking refuge in this building as it is so centrally located. The building is, however, a center for a number of the campus units for defense, and so there are always more than enough campus officials around during tests to insure adequate supervision of the building in case of an emergency.

Mr. Edward Epstean has visited the collection on photography to which he has continued making additions a number of times. He has also brought in a number of visitors who have collections of their own to ~~show off~~ visit our collection. Mr. John Tennant, who helps Mr. Epstean in his work, comes in about once a month with books or to check some reference work.

STAFF

There have been a number of changes in the staff of Special Collections during the year. Mrs. Farnsworth Wright was transferred to the Catalog Department with the hope of centering our work in that Department and having someone there who would have had experience also in Special Collections. The transfer did

not work out satisfactorily. The work of Seligman cataloging and other cataloging ~~work~~ for Special Collections is working out satisfactorily although slowly and we are able by frequent consultations and cooperation to get more volumes cataloged than ever before.

Miss Phoebe Parr, a full time clerical assistant, resigned to go into war work. Her place has been filled by Miss Frances Veneziano who is doing very satisfactory work. Her chief duties are in giving service in the Reading Room, sorting and filing cards under supervision, checking and sorting auction house and dealers' catalogs as well as other odd jobs. This type of non-professional assistant is very helpful and does this work more conscientiously and steadily in the long run than the more highly trained young professional assistant.

Mr. Harry May, a student assistant, is doing good work. He is working in the French Department for his M.A. degree, but is fitting himself into many of the special jobs which we have in Special Collections better than the Library School student assistant we had previously. Besides shelving of books and Reading Room service, which he understands adequately enough to be left in charge during a noon hour, he has done considerable shelf-list reading and work in copying cards for books for which we have no records. He has also gone through a number of manuscript collections and put them in order.

Rendueles Villalba, our part time page boy from Stuyvesant High School, is learning to be very careful and accurate in his work of keeping us in touch with South Hall. He is also a very willing

worker although small when it comes to moving heavy loads. He has hopes, when he finishes his High School course this coming year, of coming to Columbia College and working his way through school. He wants to be a doctor.

Miss Alice Bonnell came to work on the Kilroe Collection on a temporary appointment last summer and, after Mr. Howes was drafted, was put in charge of the Reading Room. She is a careful worker with a good educational background which has made it possible for her to adapt herself quickly to the problems of Special Collections. She has a good professional knowledge of library process. Her great virtue is her ability to supervise and direct the work in the Reading Room. The office having been moved from the second floor near the Reading Room to the ground floor has removed me from close supervision of work in this room. She has taken over this responsibility and does a very fine job of training and working with the clerical assistant and student assistant. As a consequence, the Department is running smoothly and we have caught up with a great deal of work. ~~which~~ Because of the moving and uncertain conditions of the staff during last summer and fall, ~~resulted in~~ there was an accumulation of cards and other routine problems.

Miss Anna Cushing has continued her good work in the office. Her desk and files were moved down from the second floor to the first when the office was changed last fall to make room for Dean Pegram's office. She has been a steady, loyal, and accurate worker for Special Collections and manages also to take all the dictation which both Mr. Hamlin and Mr. Angell need. The work from these men has increased from that of last year. She keeps, as nearly as possible,

a record of the time that she spends on the divisions of her work. This year's record is as follows:

Administrative typing and dictation	49%
Stenographic work for Mr. Hamlin	22%
Stenographic work for Mr. Angell	9%
Stenographic and typing work for exhibitions - labels, letters, reports	10%
Other work	10%
	100%

Miss Cushing has been working for The Libraries for the last 6 years. She is now on her own financially and wants to join the retirement pension system, but feels she cannot at her present salary. As she has been an excellent and loyal worker, I am sure that a raise in her salary, which would permit her to contribute to a retirement policy for herself, would prove of value to The Libraries as well as to Miss Cushing.

During the year I have been busy with the problems of moving and storage of the rare books of first choice on the campus, the training and supervising of new members of the staff, exhibitions, the work of caring for the books and supervising the administration of Special Collections as well as other assignments as Assistant to the Director of Libraries. The work in Special Collections is now running much more smoothly with the transfer of the office of Dr. Lehmann-Haupt to the School of Library Service. As a notary public, chiefly at the request of the President's office, I have been giving almost daily service in notarizing documents. These have been chiefly in connection with the war work on the campus. Outside professional activities were devoted to serving on the Rare Book Committee for

the Victory Book Campaign, helping to sort, evaluate, and sell large quantities of books sent from all over the country to New York. I also served on the Hospitality Committee of the New York Library Club helping to arrange some of their programs, and have been elected a member of the Council of the Club.

Respectfully submitted,

Charles M. Adams

CMA:AQC

C O P Y

June 4, 1943

TO: Heads of Departments

FROM: Director of Libraries

"Department heads are requested to prepare and submit their Annual Reports as soon as possible after the first of July. If any can be submitted before the first of July, so much the better. In addition to the usual features of these Annual reports, please make special mention of any effect which war conditions have had during the year on your service and patronage."

SEE: ADMINISTRATION NOTICES

Local interlibrary loans

Columbia University Libraries

INTERDEPARTMENTAL MEMORANDUM

December 31, 1942

TO: Heads of Departments

FROM: Dr. Williamson

We have always had difficulty in getting satisfactory reports from departments on their local interlibrary loan activities of the year. The monthly report sheet has a place for reporting the local interlibrary loans for the month, but the annual reports from departments very seldom give a summary and that has made it difficult to get dependable figures for the annual report to the President.

Will you please keep this in mind and be prepared at the end of the present academic year to submit a report on the enclosed blank. The statistics will of course be a summary of those in your monthly reports. The list of libraries to which you have loaned books and from which you have borrowed books will cover the entire year and should show the number of volumes for each library in the list.

C. C. Williamson

Director of Libraries

S3-1(842)M5

1892/93

Stephen Hopkins Library — 5
New York Historical Society — 1
Tarrytown Historical Society — 15

21

PLIMPTON, SMITH AND DALE LIBRARIES

July 1, 1942 - June 30, 1943

To the Director of Libraries:

Sir:

As curator of the Plimpton, Smith and Dale Libraries I have the honor to present the following report for the academic year ending June 30, 1941.

Mr. Ives is proceeding with the descriptive cataloging of the Library's manuscripts, the Coptic fragments occupying most of his time during the last year. Although this involved acquiring a rudimentary acquaintance with the Coptic language he was well equipped to do this because of his thorough knowledge of Greek. The Coptic alphabet is nearly identical with the Greek and the Coptic language is about thirty per cent pure Greek.

The oldest Coptic manuscript in the Library dates from the late 8th century. It consists of seven vellum leaves, written on both sides in double columns, from a Homiary or collection of sermons. These seven leaves are the final part of a manuscript, the remainder of which is in the Morgan Library (Morgan 594). The text is a Coptic translation of a discourse ascribed to St. Cyril of Jerusalem on The Crucifixion and Resurrection of Christ.

Of the 11 other Coptic manuscripts in this collection, most of them are fragments of lectionaries dating from the 10th to the 18th century. The most important fact that Mr. Ives'

study revealed was the discovery of eleven unpublished verses from the Coptic version of the Book of Job. These verses, together with a full account of the manuscripts and their textual value, are to be contained in an article which Mr. Ives is preparing to submit to the Journal of the American Oriental Society.

Miss Schild continued with her work in the 100 class, cataloging more than a thousand titles. These included textbooks in Latin, Greek, Italian, Spanish and a few miscellaneous languages. With the general books on linguistics and the German and French textbooks and grammars cataloged last year, the cataloging of textbooks of foreign languages is now completed. The next field to be attacked (planned for the coming year) is the collection of English textbooks and grammars - by far the largest and most important of all.

Miss Schild's report of her year's work includes interesting material about our collections. Among the early Latin grammars are Alexandre de Villedieu's Doctrile metus in algorismo, printed at Cologne in 1504, and two undated German Donatus editions, both printed between 1800 and 1810, which link up with the very rare Donatus fragment of this Collection, printed by Gutenberg perhaps before his Bible.- Of Latin grammars printed in Italy in the early 16th century, mainly written by humanists, the Library has Aldus Manutius's Institutionum grammaticarum libri quatuor, in a Venice 1533 edition, and the late (first) edition of Bernardino Donato's Grammatica latina, one of the first Latin grammars

written in the vernacular.

Especially important is the collection of early Latin text-books produced in England. The Library has several works by the grammarians of the important Magdalen College School (Oxford), which first replaced the medieval Latin grammars (those of Donatus and Alexandre de Villedieu) with more "modern" English products: two editions of Stanbridge's Gradus comparationum, one published by Richard Pynson about 1513, not recorded in Pollard's Short title catalogue; another published by Wynkyn de Worde in 1527; a 1529 (W. de Worde) and two later editions of Stanbridge's Vocabula, the last printed in 1648, edited by the educator John Brinsley. Also, rare examples of Whittington's work: the first edition of his Secunda pars grammatices. De sillabe et eius quantitate (W. de Worde, 1513), the only other recorded copy of which is in the Huntington Library; his Opusculum de concinnitate grammatices et constructione (W. de Worde, 1519), 2d edition; his De octo partibus orationis editio (W. de Worde, 1523) and also his Grammatices prime partis, liber primus ... De nomine generibus (Treveris, 1530?).

The "authorized" Latin grammar, the Lily grammar, used in English schools for over three and a half centuries, is very well represented in the Collection: the Library has an apparently unique, unrecorded edition, probably printed by Wynkyn de Worde in 1520, which may be the earliest form of Lily's Latin syntax in English (the earliest recorded edition was published in 1527 with

the title Joannis Coleti - Aeditio una cum quibusdem G. Lilii Grammatices rudimentis). There is also an early (1532) edition of Lily's Latin grammar in Latin, De octo orationis partium constructione libellus, printed together with Aldus's grammar, and attributed to Erasmus, who is known to have corrected it for Lily. The "Lily" grammar, was enlarged by the contributions of several later grammarians, and attained an official status, being recognized as the Latin grammar by the Royal Proclamation of about 1540. Of the textbook in this state, the Library has twenty-three editions, ranging from 1638 to 1800. In 1758 the grammar was re-edited and appropriated by Eton College, being known as the "Eton Latin grammar", which continued in use to the year 1868. There are in the Library three English 19th century editions of this late development of Lily's grammar, besides the first American edition, of 1813.

In addition to the grammars, the Collection contains other textbooks used for learning Latin; among these, five editions of the popular Distichs Catonis, a collection of moral sayings, the earliest having been printed in Nuremberg, 1513, together with the German translation by Sebastian Brant; and four English school-editions, ranging from 1547 to 1678 of Erasmus's Apophthegmata. Johann Amos Comenius's bi- and trilingual Latin textbooks (the Vestibulum, Janua and Orbis pictus), were designed to teach the language through phrases imparting general useful knowledge. These works are well represented in thirteen editions, among which

is the first English-French-Latin edition of the Janua (here entitled Porta linguarum trilinguis) printed in London in 1631, the same year in which the first edition of the work was printed in Leszno, Bohemia.

The Library possesses a number of early Latin dictionaries compiled by Englishmen. Among these is the second edition of Sir Thomas Elyot's Bibliotheca Eliotae, London, Berthelet, 1545. This was expanded by Thomas Cooper into the Thesaurus linguae romanae et britannicae, of which the Library has the 3d (1573) and the 4th (1584) editions. Stating that Elyot's Dictionary was the only one available up to that time, John Barrett compiled with the help of his pupils in Cambridge, the Alvearie or Quadruple dictionarie, containing foure sundrie tonques, namelie, English, Latine, Greeke, and French, of which the Library has the 2d (1580) edition. It has also Richard Huloet's Dictionarie of Latin, English and French, in the second, enlarged edition of 1572, based on his 1552 Abecedarium anglo-latinum. For school use, the most popular dictionary - less voluminous and less expensive than those named above - was probably that of John Withal, of which the Library has the 1553 and the 1634 editions.

The earliest Latin schoolbooks printed in the United States were reprints of English editions. The first one listed in Evans is Leonard Culmann's Sententiae pueriles, anglo-latinae, 1732, of which the Library has the second American edition of 1733. It also has the 1780 edition of Nathan Bailey's English and

Latine exercises for school-boys, here designated as the fifth edition, although Evans did not know of an earlier issue. The first and most important elementary book for studying the Latin language in the schools of New England was Ezekiel Cheever's A short introduction to the Latin tongue, first issued in 1709. Of this work the Library has later editions, the earliest of which is that of 1766 (9th edition). It also possesses James Otis's Rudiments of Latin prosody, published in 1760; Caleb Alexander's A grammatical institute of the Latin language, 1794, and his A new introduction to the Latin language, 1796, both printed by Isaiah Thomas; according to the preface the latter, "although quite ... has no originality, yet it is the first of the kind, that has been written and published in the United States."

The section of 18th century Latin textbooks printed in America is, like the corresponding sections for other languages, the most extensive one, containing long series of editions of different grammars, exercise-books and school editions of classics. The Latin portion, which appears to be even richer and more complete than the others, is a useful collection of sources for a study of language teaching in the United States.

The collection of Greek grammars is not nearly as rich as the Latin. It contains, however, a few interesting items; an early and very rare edition of Constantinus Lascaris' De octo partibus orationis, Florence, Giunta, 1515, in Latin and Greek; Theodor Gaza's Introductivae grammatices libri quatuor, printed

in Paris, in 1518, by Egide Gourmont, the first Greek printer in France; Aldus Manutius's Grammaticae institutiones graecae, printed in Aldus's shop in 1515, after his death, with the dedication of Musurus to Jean Grolier; and the first edition (1518) of Melanchthon's Institutiones graecae grammaticae. The first Greek grammar of wide circulation, Nicolas Clenaerts's Institutiones linguae graecae, published in Louvain in 1530, is represented by a 1570 edition, Venetiis, in aeditus Manutiis. It was the basis for the later Greek grammars, including Camden's compilation, which in English schools was to Greek what Lily's grammar was to Latin. Camden's Institutio graecae grammatices compendiaria was first published in 1597; it was adopted by Eton College in the middle of the 17th century and from then on was also known as the "Eton Greek grammar". The Library has six editions, the earliest being that of 1676. One of these is an American edition, printed in New York, by A. Ming and C. Young, in 1804, which, according to the preface, is the first book to be printed with Greek types in New York City. Not until the end of the 18th century did the Camden grammar begin to be superseded by the Gloucester Greek grammar which was adopted as the official grammar of Harvard University. Of this work the Library has the first American edition, "from the 3d London edition", printed by Isaiah Thomas and E. T. Andrews in Boston, 1800, and five later editions up to 1828.

Finally, mention should be made of a few interesting textbooks

of other languages which are in the Library: an early Mexican imprint, Mateo Alemán's Ortografía castellana, Mexico, Cornelio Adriano Cesar, 1609; G. F. Fortunio's Regole grammaticali della volgar lingua, Ancona, 1516, according to Tiraboschi the first printed Italian grammar; and a 1767 edition of William Thomas' Principal rules of the Italian grammar, with a dictionarie, the first Italian grammar and dictionary published in England (first edition, 1550). The Library has also Samuel Johnson's (president of Columbia College) An English and Hebrew grammar, in the first edition (London, 1767), of which the Johnson collection has the manuscript and the second edition; and the first Hebrew grammar published in America, Judah Monis's Dikduk leshon ivrit. A grammar of the Hebrew tongue, Boston, Printed by Jonas Green, and to be sold by the author at his house in Cambridge, 1735.-

This year the Director was on a quarter-time basis, because of increased duties in the School of Library Service. For this reason the cataloging of the mathematics section of the Library was almost at a standstill. This is to be regretted as this is one of the most important and most used subjects in these collections.

The current exhibition, set up in November, was designed to show a cross-section of the Library's resources as far as they are available at present; this means the exclusion of almost all manuscripts, all the incunabula, and a number of the most valuable books, which are in storage. The exhibition is divided into four

sections which display four different aspects of the Collection:

1) Paleography: showing the development of the Latin minuscule, from the 8th century to the Renaissance, and, in documents, the parallel development of the cursive hand. Some additional cases show the forms and development of Greek and Oriental scripts.

2) Calligraphy: showing manuscript and printed writing books from the 16th to the 19th century, arranged by countries.

3) Education: displaying early books on the education of women; children's books; early textbooks, including hornbooks and storybooks; textbooks used in American schools in the 18th and 19th centuries.

4) History of mathematics: featuring the important books in the development of that science, together with portraits of many of the authors; two cases are devoted to mathematical instruments showing the instruments themselves along with descriptions and illustrations of them in the books.

This department was responsible for assembling the material and preparing copy for the labels used in an exhibition commemorating anniversaries of Copernicus, Galileo and Newton. For this display the cases on the third floor of South Hall were utilized. It was gratifying to see the wealth of material available for such an exhibition. The Polish people were particularly grateful for honor shown to their countryman. The Polish Review (vol. 3, January 1943) included a photograph and description of the exhibition. According to that article Columbia is one of the three libraries

in the United States to have the first three editions of Copernicus's De revolutionibus. Planning such worthwhile exhibitions is an excellent means of surveying bothe the Library's needs and resources. It is now evident for what items in this field the second hand book catalogs need to be checked. Also, in line with the policy set up by these collections, several early scientific works from other departments were transferred to us.

Little book buying during the year was done, reflecting the state of the English and continental bookmarkets, where most of our buying has been done in the past. We were, however, the recipient of several interesting and valuable gifts. Among them were: a ten-volume set of Erasmus's Opera, three editions of his Adagia (1541, 1558, 1574, of which we already had editions of 1528, 1564, 1668) and an edition of Melanchthon's letters. Especially interesting and valuable to this Library is the Newton signature found on the fly-leaf of the 1541 Erasmus, making our fifth book from Newton's library. (There may be more in material not yet carefully cataloged).

Another item of interst was presented by Miss Amy De May, who sent us a typewritten copy of her thesis, Ancestry of present fraction processes, which she had presented as a candidate for the Ph. D. degree at New York University. As Miss De May had done most of her research work in this Library she felt that she would like to acknowledge her gratitude by giving us a copy of the results of

her efforts. She made generous acknowledgment in the preface to aid given her by the members of this staff.

In all, 220 titles were added.

Although book use of the Library has decreased considerably during the year, a few scholars have made intensive use of the Collections. Among them was Prof. J. F. C. Richards of the Classics Department, who is preparing an English translation of Boissière's Rhythmomachia from our 1556 Latin edition.

Several classes were brought by their instructors, among such groups were:

Professor M. A. Nordgaard, Mathematics Department of Upsala College, brought a large class. He is thoroughly familiar with these Collections as he has done considerable study here, basing several research articles on material in our books.

Professor E. A. Aldrich, English Department of Drew University, made his biennial pilgrimage with his class. He comes on alternate years when he is giving a course "From Chaucer to Pope."

Professor Clare Howard, English Department of Barnard, brought her class in English literature.

Professor Lehmann-Haupt brought his class in Book Arts.

The first-year class in the School of Library Service came in three different sections.

As instructor in the course in the History of Books, the curator made extensive use of the wealth of materials in this Library suitable for display purposes - books and manuscripts of

many periods and countries on a variety of materials.

STAFF.

Mr. Ives was rejected for military and naval service because of sciatica. As a contribution to the war effort he has joined the 12th Regiment of the New York State Guard.

Miss Schild does regular work in the Columbia Unit of the Red Cross and has also assited in the Victory Book Campaign.

Each member of the staff is buying war bonds through the University by monthly salary deductions.

Respectfully submitted,

July 31, 1943 Curator